

Arlington Redevelopment Board
July 25, 2016 Minutes
Town Hall Annex, Second Floor Conference Room, Town Hall – 7:30pm

This meeting was recorded by ACMi.

PRESENT: Andrew Bunnell (Chair), Kin Lau, Mike Cayer, Andrew West

STAFF: Jennifer Raitt, Laura Wiener

GUESTS: Scott Smith, Transportation Advisory Committee; Linda Shoemaker, Director Arlington Center for the Arts (ACA); Pat Guthrie, Board Member and Architect; Betty Stone, Board of Directors; Adam Pachter, Board of Directors; and Lisa Pedula, Fundraising Consultant for ACA.

The Chairman opened the meeting at 7:30pm and turned to the first agenda item, Complete Streets. Laura Wiener, Assistant Director of Planning, and Scott Smith, Transportation Advisory Committee (TAC), presented to the Board. Ms. Wiener provided a brief history of the town's Complete Streets policy and program; it was adopted by the Board of Selectman on April 11, 2016 and accepted by MassDOT on May 16, 2016. Acceptance by MassDOT allowed for the Town to apply for funds to improve sidewalks on Gray Street to ensure a safe route to the middle school. Ms. Wiener further explained that the Complete Streets policy ensures that the town considers all users equally in future road and sidewalk design. Users include pedestrians, drivers, bicyclists, and transit users of all ages and abilities. The goal of the policy and the state program is to reduce traffic congestion by offering safe and accessible alternatives to driving.. She further explained to the Board their role to implement the policy as part of Special Permit and project reviews. Mr. Smith reviewed the town's Complete Streets Policy and Guidelines with the Board and expressed its emphasis on large roads and cohesive connectivity to abutting communities. Mr. Cayer supported the Policy and Guidelines but sought clarity regarding how the Town would address private ways versus private development. Ms. Wiener stated that the ARB does not approve private ways and that it should not be an issue. Mr. Bunnell supported the Policy and Guidelines and that it will provide strong guidance for the Board during EDR reviews. The Board thanked Ms. Wiener and Mr. Smith for their presentation.

Mr. Bunnell introduced the next item on the agenda, Central School Lease of Space. Jennifer Raitt, Director of Planning and Community Development presented to the Board. Mr. Cayer suggested and offered a brief summary of Central School's Request for Proposals and progress filling available spaces to date. Ms. Raitt shared with the Board a Memorandum of Understanding (MOU) between Arlington Center for the Arts (ACA) and Arlington Redevelopment Board (ARB) with respect to ACA's lease of premises located on the Third and Fourth Floor Office in the Central School Building and certain conditions that must be met prior to lease execution. Ms. Raitt sought approval from the Board to authorize the Chairman to sign the MOU. Mr. Bunnell suggested minor edits to the agreement. At this point the parties representing the ACA were invited to the table. Linda Shoemaker, Director of the ACA introduced her team to the Board. Mr. Kin commented on the plans and discussed the layout with Pat Guthrie, Board Member and Architect for ACA. Mr. West motioned to authorize the Chairman, Andrew Bunnell, to sign the MOU as amended. Mr. Cayer seconded. All in favor (4-0).

Mr. Bunnell moved to the next item on the agenda, the Director's Report. Jennifer Raitt presented to the Board. Ms. Raitt informed the Board that the Housing Production Plan was adopted by the Board of Selectman on July 18, 2016 and would be submitted to the MA Department of Housing and Community Development pending approved meeting minutes from the Redevelopment Board as well as the Board of Selectman. Ms. Raitt updated the Board on staff vacancies in the Department of Planning and Community Development. Second interviews were scheduled for the CDBG Administrator and Senior Planner positions. She also shared upcoming and pending meeting dates for the Zoning Recodification Working Group, Residential Study Group and Support Arlington Heights. Ms. Raitt informed the Board that she is preparing a bid for Gateway signs and landscaping and for the Central School parking lot and two entryways, one located on Maple Street and the other located on Academy Street. She informed the Board that a booth has been rented for Town Day 2016.

Mr. Cayer moved to approved Minutes from June 20, 2016 meeting. Mr. Lau seconded. All in favor (4-0).

Mr. Cayer moved to adjourn. Mr. Lau seconded. All in favor (4-0).